

**CASA CANON HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES
November 26, 2012**

MEETING: Upon notice duly given and received, the Board of Directors Regular Meeting was held on Monday, November 26, 2012 in the Association Clubhouse.

PRESENT: Carmen Delibrado, President; Nicole Madsen, Vice President, Susan Fuller, Secretary, Becky Gore, Treasurer, and Nancy Caldwell, Member-At-Large.

ABSENT: None

ALSO PRESENT: Lorna McKee, Community Manager, and Michael Dunn of Coast Landscape.

CALL TO ORDER: The Board President, Carmen Delibrado, called the meeting to order at 6:00 p.m.

LANDSCAPE REPORT: Michael Dunn of Coast Landscape was present to provide his monthly report.

HOMEOWNERS FORUM: No Homeowners present.

MINUTES: The Board reviewed the Regular meeting minutes dated October 22, 2012.

Motion: Upon Motion duly made by Becky Gore and seconded by Nicole Madsen to approve the Regular meeting minutes as written. Motion carried.

FINANCIAL: The Board reviewed the Financial Report for period ending October 20, 2012. Becky Gore asked what the entry "Receivable \$34,373.07" reflects. Lorna McKee will check with Kristy Tran.

Motion: Upon Motion duly made by Becky Gore and seconded by Nicole Madsen to accept the Financial Report for period ending October 20, 2012 as submitted. Motion carried.

DELINQUENCY: The Board reviewed the delinquency report.

MANAGEMENT REPORT: The Board and Lorna McKee reviewed the Board pack, letters to and from Homeowners and work orders. The Board directed letters to be sent for violations and hearings.

OLD BUSINESS:

RULES & REGULATIONS: Becky Gore handling project of R&R booklet.

LIGHTING: The lighting project is on-going.

ABANDON SATELLITE DISHES: Association will remove the abandon satellite dishes on-going.

NORDIC SECURITY POST ORDERS: Becky Gore completed.

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CLUBHOUSE: Repainting and new carpet being reviewed by the Board.

MAILBOXES: This project is on hold.

VENDOR DIRECTORY: This project is on hold; Nicole Madsen reported there was not a large response.

2013 PROPOSED BUDGET: The Board adopted the 2013 budget without a dues increase.

ELECTRICAL BOXES: Carmen Delibrado working on this project.

POOL DECK: Carmen Delibrado reported project tentatively scheduled for October 2013.

POOL SERVICE: The Board discussed the current monthly pool maintenance service by Doug Rommel Pool Service and the proposal from Brian Patterson, Brian's Crystal Clear Pool Service in the amount of \$250 per month for service to be performed twice week from 6/1 to 10/1 and \$130 per month for service to be performed once per week from 10/1 to 6/1.

Motion: Upon Motion duly made by Becky Gore and seconded by Carmen Delibrado to terminate the services of Doug Rommel Pool Service effective immediately. Motion carried. Lorna McKee will write the termination letter tomorrow.

Motion: Upon Motion duly made by Becky Gore and seconded by Nicole Madsen to accept the proposal from Brian's Crystal Clear to begin service immediately. Motion carried.

NEW BUSINESS:

RESERVE STUDY: The Board reviewed the proposal from Foresight Financial to complete Reserve Study review in the amount of \$595.00. Becky Gore stated the Board will approve, however, hold submittal to Foresight Financial until January 2013.

Motion: Upon Motion duly made by Becky Gore and seconded by Carmen Delibrado to accept the proposal from Foresight Financial in the amount of \$595. Motion carried.

POOL FENCE: Carmen Delibrado reported the pool fence is in the process of being painted.

NEXT MEETING: There will be no meeting in December. The next meeting will be held on Monday, January 28, 2012 at 6:00 p.m.

ADJOURNMENT: There being no further business to be brought before the Board, the Regular meeting was adjourned at 6:47 p.m.

APPROVED BY THE BOARD 1/14/13